

# ***AGENDA***

## ***Sister Cities Commission***

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Thursday, February 24, 2005  
Milpitas City Hall, Committee Conference Room  
455 E. Calaveras Blvd.  
7:00 PM

- I. Roll Call**
- II. Seating of Alternates**
- III. Pledge of Allegiance**
- IV. Approval of Minutes: January 27, 2004**
- V. Approval of Agenda**
- VI. Announcements/Correspondence**

Staff received a call from Mr. Guy Bello regarding interest in a sister city relationship from Candon City, in the province of Ilocos Sur, Philippines. He is a San Jose residents and member of Candonians of Northern California. He noted that there are CNC members that reside in Milpitas.

### **VII. Citizen's Forum**

Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers must supply their name and address for the record. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

### **VIII. New Business**

#### **1. CITY OF COMARNIC, ROMANIA**

**Background:** Staff received a completed Request for Sister City form from Mr. Brant Beyer, Peace Corps Volunteer, Community Economic Development Sector. His email correspondence to staff along with the application is included in commissioners' January packets. Located within the Prahova River Valley at the base of the Carpathian Mountains, Cormarnic is 68 miles north of Bucharest, with a population of 13,500. It is predominately a farming community, lacking large-scale agribusiness, with one factory.

**Recommendation:** Discuss application, select lead commissioner to establish contact, conduct research, and prepare response.

## **IX. Old Business**

### **2. MILPITAS SISTER CITIES ASSOCIATION**

**Background:** Chair Grilli has resigned as president of the association. The association has achieved 501 (c)-3 status, however this cannot be maintained unless a president, and possibly a new treasurer, can be selected so that names may be added.

**Recommendation:** Discuss situation and select lead commissioner to find other Milpitas residents willing to act as president and treasurer.

### **3. DAGUPAN CITY, PHILLIPINES: SISTER CITIES RELATIONSHIP**

**Background:** Commissioner Iringan informed staff that Mr. Robert Erfe Mejia was unable to obtain a visa in time to attend the CSTI's course starting February 28. Staff had researched another CSTI emergency preparedness course to be conducted April 11 – 15, 2005. It was indicated in email from Dagupan representatives that this is a desired course for Mr. Mejia.

According to the MOU with Dagupan, a report to City Council is due on or before April 15, 2005, with a recommendation whether or not to continue this relationship. Staff has formatted an outline for this report, which will be distributed at SCC's February meeting.

**Recommendation:** Receive update from Commissioner Iringan. Comment on staff outline; set report parameters and attendees for the April 5, 2005, Council Meeting.

### **4. HUIZHOU CITY, CHINA: SISTER CITIES RELATIONSHIP MILPITAS-TO-HUIZHOU CULTURAL EXCHANGE: APRIL 16 – 24, 2005**

**Background:** Chair Grilli has secured travel arrangements for this cultural exchange. Currently, Milpitas' delegation consists of there are nine (9) students and six (6) adults. An orientation session for students was conducted at MHS, with the assistance of Mr. Francis Chien.

**Recommendation:** Review updated from Commissioner Garcia and advise staff of next steps.

### **5. TSUKUBA CITY, JAPAN: SISTER CITIES RELATIONSHIP MILPITAS-TO-TSUKUBA CULTURAL EXCHANGE: JUNE 18 – 25, 2005 TSUKUBA -TO-MILPITAS CULTURAL EXCHANGE: AUGUST 20 – 27, 2005**

**Background:** Commissioner Garcia is facilitating details for the June visit to Tsukuba.

**Recommendation:** Receive update from Commissioner Garcia. Confirm lead or co-leads for this exchange and Tsukuba's visit to Milpitas in August.

### **6. DAET CITY, PHILLIPINES**

**Background:** Staff received a letter from Mayor Elmer P. Panotes in mid-November 2004, which was included in the commissioners' January packets. Commissioner Mateo volunteered to research the City of Daet and report her findings at the February meeting.

**Recommendation:** Receive update from Commissioner Mateo.

## **7. EUROPEAN SISTER CITY RESEARCH**

**Background:** Commissioner Arefi continues expanded research on possible sister city relationships in Italy, France, and Germany. There was discussion that he may look into the City of Cormanica, Romania.

**Recommendation:** Receive update from Commissioner Arefi and discuss next steps.

## **8. DRAFT 2005 WORK PLAN REVIEW**

**Background:** The basic work plan was approved by consensus at the January meeting.

**Recommendation:** Conduct review to determine if there are any new dates of changes in events.

## **X. CITY COUNCIL LIAISON REPORT**

## **XI. FUTURE AGENDA ITEMS**

1. Milpitas Sister Cities Association Report
2. Daet City, Philippines
3. Cormanica City, Romania
4. Sister City Relationships/Cultural Exchanges:
  - i. Tsukuba City, Japan
  - ii. Dagupan City, Philippines
  - iii. Huizhou City, China
5. European Sister City Research
6. 2005 Work Plan Updates, as needed

## **XII. ADJOURNMENT**

# ***AGENDA***

## ***Sister Cities Commission***

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Thursday, March 24, 2005  
Milpitas City Hall, Committee Conference Room  
455 E. Calaveras Blvd.  
7:00 PM

- I. Roll Call**
- II. Seating of Alternates**
- III. Pledge of Allegiance**
- IV. Approval of Minutes: February 24, 2004**
- V. Approval of Agenda**
- VI. Announcements/Correspondence**
- VII. Citizen's Forum**

Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers must supply their name and address for the record. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

## **VIII. New Business**

### **1. RECOGNITION OF COMMISSIONERS' 2004 SERVICE & ACHIEVEMENTS**

**Background:** The Milpitas City Council wishes to express its gratitude to the Sister Cities Commission for its ongoing efforts to further relationships with foreign cities. In 2004, commission members organized four cultural exchanges and municipal visits, and researched and recommended a successful sister city relationship with Huizhou City, China. In recognition of the commission's attention to international protocol and its ability to place Milpitas as an international destination, the City Council provides certificates of recognition for service to our community. Also, the Commissioners' Recognition Dinner will be held on Wednesday, April 20, 2005, at the Milpitas Embassy Suites Hotel, 901 E. Calaveras Blvd. Social time begins at 6:30PM and the dinner begins at 7PM.

**Recommendation:** Chair Grilli to receive certificates from Staff Liaison and then distribute certificates to commission members.

### **2. FOURTH OF JULY PARADE PARTICIPATION REQUEST**

*Sister Cities Commission Agenda – March 24, 2005*

**Background:** “Milpitas ... A Great American City on Parade” will be held Monday, July 4, 2005, at 11:00 am. This is a fun, local, non-judged/non-sanctioned parade to celebrate Milpitas and the Fourth of July. There are no entry fees, however completed entry forms are due no later than Tuesday, June 7, 2005. For ease of all participants, marchers must maintain a continuous forward motion throughout the parade. There is no stopping to “perform” a dance, song, etc. In addition, for the safety of everyone, parade participants are not allowed to throw any item into the parade audience. All giveaway items must be handed to individuals from street level. Giveaway items must be submitted for approval no later than Tuesday, June 7, 2005.

**Recommendation:** Discuss options for commission participation and select subcommittee.

## **IX. Old Business**

### **1. MILPITAS SISTER CITIES ASSOCIATION**

**Background:** It was announced at the February meeting that Chair Grilli has resigned as president of the association. Commissioner Garcia asked that commissioners ask community members of their interest to serve as of president and treasurer of this non-profit association. Staff is researching status of the association with the City Attorney’s Office.

**Recommendation:** Receive staff report. Decide whether or not to move forward with the association or to terminate its existence.

### **2. DAGUPAN CITY, PHILLIPINES: SISTER CITIES RELATIONSHIP**

**Background:** An evaluation process was discussed at the February meeting. The evaluation tallies are included in the commission packet. Staff prepared an Agenda Request Summary for presentation the April 5, 2005, Council meeting. Also, staff has confirmed attendance for Mr. Robert Erfe-Mejia at the April 11 – 15, 2005 training to be conducted by the State of California, Office of Emergency Preparedness, California Specialized Training Institute in San Luis Obispo. An invitation letter from Mayor Esteves to Mayor Lim, and request to the US Embassy, Consular Section, in Manila are included in the commission packet.

**Recommendation:** Review evaluation and receive staff report for possible recommendation to continue sister city relationship for another two years. Select commissioner to present this item to Council of April 5, 2005.

### **3. HUIZHOU CITY, CHINA: SISTER CITIES RELATIONSHIP MILPITAS-TO-HUIZHOU CULTURAL EXCHANGE: APRIL 16 – 24, 2005**

**Background:** Cultural exchange travel, gifts, and cost details are set. Lists of participants and travel costs are included in the commission packet. Staff prepared a final budget and Agenda Request Summary for presentation at the April 5, 2005, Council meeting.

**Recommendation:** Review budget and receive staff report. Select commissioner to present this item to Council of April 5, 2005.

**4. TSUKUBA CITY, JAPAN: SISTER CITIES RELATIONSHIP  
MILPITAS-TO-TSUKUBA CULTURAL EXCHANGE: JUNE 17 – 26, 2005  
TSUKUBA -TO-MILPITAS CULTURAL EXCHANGE: AUGUST 16 – 23, 2005**

**Background:** Vice Chair Arthur is the lead commissioner for both exchange visits. She is currently working on participation and travel costs for the trip to Tsukuba.

**Recommendation:** Receive the Vice Chair's report. Discuss remaining budget for gifts and any other expenses.

**5. ITALIAN SISTER CITY RESEARCH**

**Background:** This item was tabled at the February meeting pending an updated report. Decision at this meeting was to focus this research on a city in the Province of Florence, Italy.

**Recommendation:** Receive report from Commissioners Arefi and Iringan.

**6. DRAFT 2005 WORK PLAN REVIEW**

**Background:** Staff reported need to update the work plan at the last meeting.

**Recommendation:** Review updated work plan and suggest changes, as needed.

**X. CITY COUNCIL LIAISON REPORT**

**XI. FUTURE AGENDA ITEMS**

1. Milpitas Sister Cities Association – Report
2. Corman City, Romania
3. Sister City Relationships/Cultural Exchanges:
  - i. Tsukuba City, Japan
  - ii. Dagupan City, Philippines
  - iii. Huizhou City, China
4. Italian Sister City Research
5. 2005 Work Plan Updates, as needed

**XII. ADJOURNMENT**

# ***AGENDA***

## ***Sister Cities Commission***

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Thursday, April 28, 2005  
Milpitas City Hall, Committee Conference Room  
455 E. Calaveras Blvd.  
7:00 PM

- I. Roll Call**
- II. Seating of Alternates**
- III. Pledge of Allegiance**
- IV. Approval of Minutes: February 24, 2004**
- V. Approval of Agenda**
- VI. Announcements/Correspondence**
- VII. Citizen's Forum**

Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers must supply their name and address for the record. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

## **VIII. Old Business**

### **1. CITY OF COMARNIC, ROMANIA**

**Background:** Staff received a completed Request for Sister City form from Mr. Brant Beyer, Peace Corps Volunteer, Community Economic Development Sector. His email correspondence to staff along with the application is included in commissioners' January packets. Located within the Prahova River Valley at the base of the Carpathian Mountains, Cormarnic is 68 miles north of Bucharest, with a population of 13,500. It is predominately a farming community, lacking large-scale agribusiness, with one factory. This item was reviewed, but tabled at the February meeting.

**Recommendation:** Discuss application, select lead commissioner to establish contact, conduct research, and prepare response.

### **2. MILPITAS SISTER CITIES ASSOCIATION**

*Sister Cities Commission Agenda – April 28, 2005*

**Background:** At its March meeting, staff informed the commission that that a \$50 fine would be imposed on the association by the Department of Corporation is a president, treasurer, and secretary were not named by April 4, 2005. Commissioner Garcia stated that she would seek board members for these positions from the community. She asked Mr. Francis Chien, who was in attendance, if he would check with the Huizhou-Milpitas Sister City Committee.

**Recommendation:** Receive update from Commissioner Garcia.

### **3. DAGUPAN CITY, PHILLIPINES: SISTER CITIES RELATIONSHIP**

**Background:** On April 5, 2005, Milpitas City Council approved the commission's recommendation to extend the Memorandum of Understanding (MOU) with the City of Dagupan, Philippines, for two years. A revised MOU has not yet gone to Mayor Esteves and Mayor Lim for signature. In addition, Mr. Robert Erfe-Mejia, Chief of the Public Order & Safety Office, enjoyed his emergency preparedness training the week of April 11 – 15, and his meeting with Mayor Esteves and tour of the Office of Emergency Services on April 18, 2005.

**Recommendation:** Discuss next steps.

### **4. HUIZHOU CITY, CHINA: SISTER CITIES RELATIONSHIP MILPITAS-TO-HUIZHOU CULTURAL EXCHANGE: APRIL 16 – 24, 2005**

**Background:** Chair Grilli led a delegation of 10 students and 5 adults during the student and cultural exchange to Huizhou. The group toured Beijing after three days in Huizhou.

**Recommendation:** Receive Chair Grilli's report.

### **5. TSUKUBA CITY, JAPAN: SISTER CITIES RELATIONSHIP MILPITAS-TO-TSUKUBA CULTURAL EXCHANGE: JUNE 17 – 26, 2005 TSUKUBA -TO-MILPITAS CULTURAL EXCHANGE: AUGUST 16 – 23, 2005**

**Background:** Vice Chair Arthur has prepared travel plans and received an itinerary from Tsukuba. An orientation session is scheduled for Fri., May 20 in the Committee Conference Room (reserved from 5PM – 7:30PM).

**Recommendation:** Discuss options for an official gift during the June 2005 exchange.

### **6. ITALIAN SISTER CITY RESEARCH**

**Background:** Research continues with contacts within the County's Sister-County Commission.

**Recommendation:** Receive report from Commissioners Arefi and Iringan.

### **7. DRAFT 2005 WORK PLAN REVIEW**

*Sister Cities Commission Agenda – April 28, 2005*



**Background:** An updated workplan is included in commissioners' agenda packets.

**Recommendation:** Review and advise staff, as needed.

## **X. CITY COUNCIL LIAISON REPORT**

## **XI. FUTURE AGENDA ITEMS**

1. Milpitas Sister Cities Association
2. Sister City Relationships/Cultural Exchanges:
  - i. Tsukuba City, Japan
  - ii. Dagupan City, Philippines
  - iii. Huizhou City, China
3. Italian Sister City Research
4. 2005 Work Plan Updates, as needed

## **XII. ADJOURNMENT**

# ***AGENDA***

## ***Sister Cities Commission***

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Thursday, May 26, 2005  
Milpitas City Hall, Committee Conference Room  
455 E. Calaveras Blvd.  
7:00 PM

- I. Roll Call**
- II. Seating of Alternates**
- III. Pledge of Allegiance**
- IV. Approval of Minutes: April 28, 2005**
- V. Approval of Agenda**
- VI. Announcements/Correspondence**
- VII. Citizen's Forum**

Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers must supply their name and address for the record. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

### **VIII. Old Business**

#### **1. CITY OF COMARNIC, ROMANIA**

**Background:** A spokeswoman representing the City of Comarnic contacted staff stating this city maintains its interest in entering into a sister city relationship. Scanned letters were emailed to Mayor Esteves from Mayor Vasile Dorian Botoaca and Chair Dennis Grilli. These are included in the commission packets.

**Recommendation:** Review and determine next steps.

#### **2. MILPITAS SISTER CITIES ASSOCIATION**

**Background:** Commissioners Grilli and Mateo volunteered to make contacts in an effort to find board members.

**Recommendation:** Receive reports from commissioners and determine next steps.

### **3. FOURTH OF JULY PARADE**

**Background:** MUSD Liaison Marsha Grilli volunteered to lead the commission's participation. Commissioner Garcia offered use of traditional Japanese costumes.

**Recommendation:** Ask lead commissioners and other volunteers to provide traditional dress for youth representing Milpitas' sister cities. Discuss planning and needed items.

### **4. DAGUPAN CITY, PHILLIPINES: SISTER CITIES RELATIONSHIP**

**Background:** The most recent activity is reported in the minutes of the April 28, 2005 meeting.

**Recommendation:** Determine tentative schedule to open discussions with Dagupan representatives regarding MOU language.

### **5. HUIZHOU CITY, CHINA: SISTER CITIES RELATIONSHIP MILPITAS-TO-HUIZHOU CULTURAL EXCHANGE: APRIL 16 – 24, 2005**

**Background:** The most recent activity is reported in the minutes of the April 28, 2005 meeting. Next planned cultural exchange is Fall 2005.

**Recommendation:** Determine tentative schedule to open discussions with Huizhou representatives regarding date and itinerary of visit to Milpitas.

### **6. TSUKUBA CITY, JAPAN: SISTER CITIES RELATIONSHIP MILPITAS-TO-TSUKUBA CULTURAL EXCHANGE: JUNE 17 – 26, 2005 TSUKUBA -TO-MILPITAS CULTURAL EXCHANGE: AUGUST 16 – 23, 2005**

**Background:** Details of the June visit were reviewed at the April 28, 2005 meeting. Planned expenses for this visit need to be presented to Council on June 7, 2005.

**Recommendation:** Review tentative expenses.

### **7. ITALIAN SISTER CITY RESEARCH**

**Background:** The commission is pleased to receive two visitors from the County of Santa Clara's Sister-County Commission: Commissioners Karen Serpa and Duilio Peruzzi.

**Recommendation:** Receive introductions from Commissioner Arefi and discuss interests for a sister city relationship with a city in the Province of Florence.

### **8. SCHEDULE FOR 2005 NOVEMBER & DECEMBER MEETINGS**

**Background:** The 2006 November and December SCC meetings fall on national and City-observed holidays, respectively. The commission officially canceled its 2005 November and December meetings in April 2004.

**Recommendation:** Cancel the November and December 2006 meetings.

## **X. CITY COUNCIL LIAISON REPORT**

## **XI. FUTURE AGENDA ITEMS**

1. Milpitas Sister Cities Association – Report
2. Italian Sister City Research
3. Sister City Request, City of Comarnic, Romania
4. Sister City Relationships/Cultural Exchanges:
  - i. Tsukuba City, Japan
  - ii. Dagupan City, Philippines
  - iii. Huizhou City, China
5. 2005 Work Plan Updates, as needed

## **XII. ADJOURNMENT**

# ***AGENDA***

## ***Sister Cities Commission***

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Thursday, June 23, 2005  
Milpitas City Hall, Committee Conference Room  
455 E. Calaveras Blvd.  
6:00 PM

- I. Roll Call**
- II. Seating of Alternates**
- III. Pledge of Allegiance**
- IV. Approval of Minutes: May 26, 2005**
- V. Approval of Agenda**
- VI. Announcements/Correspondence**
- VII. Citizen's Forum**

Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers must supply their name and address for the record. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

### **VIII. New Business**

#### **1. SISTER CITY COMMISSION BY-LAWS, ATTENDANCE RECORD**

**Background:** The recording secretary forwards the commission's attendance record to the City Manager's Office on a quarterly basis: April, July, October, and January (for the previous year). It is usually inserted into commissioner agenda packets by the following month. At the last meeting, the staff liaison noted under announcements that the attendance record was included in commissioners' packets. She requested that commissioners review the record and referred to the by-laws. Section 3, Term of Office and Removal, states in part, "Members and alternates are expected to attend all meetings. When any member or alternate has three or more unexcused absences in a 12-month period, the commission shall forward this information to the City Council for review and possible removal of the member or alternate from the commission."

**Recommendation:** Receive staff report. Discuss attendance expectation.

## **IX. Old Business**

### **2. FOURTH OF JULY PARADE**

**Background:** MUSD Liaison has submitted the parade application on behalf of the commission. At the last meeting, it was decided that country flags would be used since neither Dagupan nor Huizhou use city flags. Staff has arranged for use of country flags purchased for Global Village (China, Italy, Japan, and Philippines). Commissioners are advised that the Sister Cities Commission budget is responsible for cleaning or replacement should flags become soiled or damaged. Commissioners stating they will participate: Echo Arthur, Debra Garcia, and Arlyn Swiger. Commissioners stating they are not available: Massoud Arefi, Dennis Grilli, and Willie Iringan.

**Recommendation:** Discuss event preparation and confirm logistics.

### **3. DAGUPAN CITY, PHILLIPINES: SISTER CITIES RELATIONSHIP**

**Background:** The most recent activity is reported in the minutes of the April 28, 2005 meeting.

**Recommendation:** Determine schedule to open discussions with Dagupan representatives regarding MOU language.

### **4. HUIZHOU CITY, CHINA: SISTER CITIES RELATIONSHIP**

**Background:** At the request of Huizhou representatives, staff prepared a follow-up letter of invitation to Mayor Yebin. Additional traveler information was requested by the US Consulate to issue visas.

**Recommendation:** Receive Chair Grilli's report and discuss details for the student exchange in fall.

### **5. TSUKUBA CITY, JAPAN: SISTER CITIES RELATIONSHIP**

**MILPITAS-TO-TSUKUBA CULTURAL EXCHANGE: JUNE 17 – 26, 2005**

**TSUKUBA -TO-MILPITAS CULTURAL EXCHANGE: AUGUST 16 – 23, 2005**

**Background:** Details of the June visit were reviewed at the April 28, 2005 meeting and the Milpitas delegation is currently visiting Tsukuba. Regarding the visit to Milpitas, a budget request needs to be completed before July 1 so that a request to expend budget funds may be placed on the July 19 Council Agenda.

**Recommendation:** Discuss tentative agenda and anticipated expenses for the August visit.

### **6. ITALIAN SISTER CITY RESEARCH**

**Background:** The commission gratefully received a presentation from Sister-County Commissioner Karen Serpa at its May meeting.

**Recommendation:** Receive Alternate Commissioner Arefi's report and continue discussion of interest from cities in the Province of Florence.

## **X. CITY COUNCIL LIAISON REPORT**

## **XI. FUTURE AGENDA ITEMS**

1. Italian Sister City Research
2. Sister City Request, City of Comarnic, Romania
3. Sister City Relationships/Cultural Exchanges:
  - i. Tsukuba City, Japan
  - ii. Dagupan City, Philippines
  - iii. Huizhou City, China
4. School Outreach Discussion (August)
5. 2005 Work Plan Updates, as needed

## **XII. ADJOURNMENT**

**AGENDA**  
***Sister Cities Commission***

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Thursday, July 21, 2005  
Milpitas City Hall, Committee Conference Room  
455 E. Calaveras Blvd.  
4:30 PM

- I. Roll Call**
- II. Seating of Alternates**
- III. Approval of Agenda**
- IV. Citizen's Forum**

Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers must supply their name and address for the record. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

**V. Old Business**

**1. DAGUPAN CITY, PHILLIPINES: SISTER CITIES RELATIONSHIP**

**Background:** On April 5, 2005, Milpitas City Council unanimously approved a two-year extension of the sister city relationship with the City of Dagupan, Philippines. The cities' mayors have not yet signed an updated version of the existing Memorandum of Understanding (MOU).

City of Dagupan representatives announced July 6, 2005, that Mayor Benjamin Lim would visit the U.S. July 17 – 24 with the following representatives:

- Councilor Nicanor Aquino
- Ms. Honorata Siapno, Chair, Metro Dagupan Culture & Arts Council
- Mr. Joaquin Reyes, Council Chairman, Barangay Tapuac
- Mr. Pio Roque Coquia, Head, Taxmapping Task Force

Lead Commissioner Iringan began coordinating details for this meeting, to include a signing ceremony of the MOU and discussion of adding a student exchange to the sister city relationship.

**Recommendation:** Conduct signing ceremony. Discuss relationship focus and student exchange potential for the time frame of this sister city relationship.

**VI. ADJOURNMENT**

**KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review. **FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE OPEN GOVERNMENT COMMISSION**

at the City Attorney's office at the Milpitas City Hall, 455 E. Calaveras Blvd, Milpitas, CA 95035.

E-mail: [rpioroda@ci.milpitas.ca.gov](mailto:rpioroda@ci.milpitas.ca.gov)

Fax 408/586-3030

Phone 408/586-3000

A free copy of the Open Government Ordinance is available from the City Clerk's Office or by visiting the City's website [www.ci.milpitas.ca.gov](http://www.ci.milpitas.ca.gov) Select Open Government Ordinance under News Features



# ***AGENDA***

## ***Sister Cities Commission***

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Thursday, August 25, 2005  
Milpitas City Hall, Committee Conference Room  
455 E. Calaveras Blvd.  
7:00 PM

- I. Roll Call**
- II. Seating of Alternates**
- III. Pledge of Allegiance**
- IV. Approval of Minutes: July 28, 2005**
- V. Approval of Agenda**
- VI. Announcements/Correspondence**
- VII. Citizen's Forum**

Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers must supply their name and address for the record. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

## **VIII. New Business**

### **1. SCHOOL OUTREACH DISCUSSION**

**Background:** MUSD liaison requests the commission's review of school outreach for student exchanges with sister cities. The objective is two-fold: 1) To effectively disseminate quality sister city visits as a viable educational opportunity to parents and students, and; 2) To efficiently coordinate timing with other school trips (such as Washington, D.C.). Proposed approach is to interact with parents at Back-to-School Nights at the beginning of the academic year and with four to five months' advance notice. Appropriate information could include an application, approximate trip dates, host-family expectations, and general cost estimates, including total previous year costs, as available. The staff liaison is available for editing, formatting & copying.

These are the upcoming Back-to-School Nights:

- Milpitas High School: Wednesday, Sept. 14 at 7PM
- Rancho Middle School: Tuesday, Sept. 20 at 6PM
- Russell Middle School: Wednesday, Sept. 28 at 6PM

In addition, Milpitas High School conducts parent orientations for each grade level:

- 9<sup>th</sup> Grade – Wednesday, Sept. 7, 7PM
- 10<sup>th</sup> Grade – Wednesday, Sept. 28, 7PM
- 11<sup>th</sup> Grade – Wednesday, Oct. 5, 7PM
- 12<sup>th</sup> Grade – Wednesday, Oct 12, 7PM

**Recommendation:** Direct Lead Commissioners to write a one-page description of student exchange information and provide a draft to the staff liaison by Thurs., Sept. 1. Determine attendance for each Back-to-School Night and Parent Orientation.

## **IX. Old Business**

### **2. DAGUPAN CITY, PHILLIPINES: SISTER CITIES RELATIONSHIP**

**Background:** On July 21, 2005, the commission conducted a special meeting with Mayors Esteves and Lim and unanimously approved advancing this relationship to include a student exchange. During planning for this special meeting, it was proposed that the City of Milpitas and the Dagupan City Association of Northern California share costs of a dinner to follow the meeting. A limit for the City's expense was set at \$300. Total dinner cost at Giorgio's Restaurant was \$699.62. A request for reimbursement from DCANC is enclosed in the commission packet. In addition staff incurred expenses to purchase four copies of the 50<sup>th</sup> Anniversary history book, gift-wrap, and a ream of quality paper to be used for commission purposes.

**Recommendation:** 1) Receive verbal report from Chair Grilli and Lead Commissioner Iringan; 2) Recommend approval to City Council (via memorandum from City Manager's Office) to reimburse DCANC \$300, and; 3) Recommend approval of \$123.29 to City Council (via memorandum from City Manager's Office) to reimburse staff.

### **3. TSUKUBA CITY, JAPAN: SISTER CITIES RELATIONSHIP**

#### **TSUKUBA -TO-MILPITAS CULTURAL & STUDENT EXCHANGE: AUGUST 16 – 23, 2005**

**Background:** On August 16 – 23, 2005, a group of one (1) adult chaperone and four (4) exchange students from Tsukuba middle schools conducted its ninth reciprocal sister city visit to Milpitas. In addition, Lead Commissioner Arthur started work to format and print a booklet at the request of Tsukuba City officials.

**Recommendation:** Receive Vice Chair/Lead Commissioner Arthur's written report. Discuss visit outcomes and booklet status.

### **4. HUIZHOU CITY, CHINA: SISTER CITIES RELATIONSHIP**

**Background:** Huizhou Municipality students and chaperones are tentatively schedule to visit Milpitas in October or November.

**Recommendation:** Receive verbal report from Chair/Lead Commissioner Grilli and discuss next steps.

## 5. ITALIAN SISTER CITY RESEARCH

**Background:** Alternate/Lead Commissioner Arefi is tracking response of letter sent to Dr. Roberto Bartolini, Chief of Cabinet of the Province of Florence.

**Recommendation:** Receive verbal report from Alternate/Lead Commissioner Arefi.

## X. CITY COUNCIL LIAISON REPORT

## XI. FUTURE AGENDA ITEMS

1. School Outreach Update
2. Italian Sister City Research
3. Sister City Relationships/Cultural Exchanges:
  - i. Tsukuba City, Japan
  - ii. Dagupan City, Philippines
  - iii. Huizhou City, China
4. 2005 Work Plan Updates, as needed

## XII. ADJOURNMENT

### KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE

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# ***AGENDA***

## ***Sister Cities Commission***

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Thursday, September 22, 2005  
Milpitas City Hall, Committee Conference Room  
455 E. Calaveras Blvd.  
7:00 PM

- I. Roll Call**
- II. Seating of Alternates**
- III. Pledge of Allegiance**
- IV. Approval of Minutes: August 25, 2005**
- V. Approval of Agenda**
- VI. Announcements/Correspondence**
- VII. Citizen's Forum**

Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers must supply their name and address for the record. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

## **VIII. Old Business**

### **1. SCHOOL OUTREACH DISCUSSION**

**Background:** MUSD Liaison Grilli provided an overview of 2005 Back-to-School Nights and Milpitas High School Parent Orientations for the 9<sup>th</sup> through 12<sup>th</sup> Grades at the August meeting. A schedule is included in commissioners' agenda packets.

**Recommendation:** Review and discuss. Determine next steps.

### **2. HUIZHOU CITY, CHINA: SISTER CITIES RELATIONSHIP**

**Background:** Since the August meeting, Chair/Lead Commissioner Grilli received confirmation that Huizhou officials plan to send a delegation of eight students and two adult chaperones to stay with host families and at local hotels, respectively, from October 11 – 15, 2005. Concern remains regarding the students obtaining visas in time for these intended visit dates. A letter to host family parents and tentative itinerary is included in commissioners' agenda packets.

**Recommendation:** Receive verbal report from Chair/Lead Commissioner Grilli and discuss next steps.

### **3. DAGUPAN CITY, PHILLIPINES: SISTER CITIES RELATIONSHIP**

**Background:** Lead Commissioner Iringan and Chair Grilli have been in negotiations with City of Dagupan officials regarding viable student exchange dates and appropriate lines of communication.

**Recommendation:** Receive verbal report from Lead Commissioner Iringan and Chair Grilli.

#### **4. TSUKUBA CITY, JAPAN: SISTER CITY RELATIONSHIP**

**Background:** Vice Chair Arthur announced she is working with a volunteer to format a booklet commemorating Tsukuba's 2005 student exchange visit to Milpitas. Staff will estimate production costs, if any, upon receiving an electronic format.

**Recommendation:** Receive Vice Chair Arthur's update and possible cost estimate from staff.

#### **5. ITALIAN SISTER CITY RESEARCH**

**Background:** Alternate/Lead Commissioner Arefi announced at the August meeting that he would continue his inquiries.

**Recommendation:** Receive update from Alternate/Lead Commissioner Arefi.

### **X. CITY COUNCIL LIAISON REPORT**

### **XI. FUTURE AGENDA ITEMS**

1. School Outreach Update
2. Sister City Relationships/Cultural Exchanges:
  - i. Dagupan City, Philippines
  - ii. Huizhou City, China
  - iii. Tsukuba City, Japan
3. Italian Sister City Research
4. Website Review (October)
5. 2005 Work Plan Updates, as needed

### **XII. ADJOURNMENT**

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**NOTICE OF  
CANCELLED MEETING**

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Notice is hereby given that pursuant to Government Code Section 54955, the

**October 27, 2005**, regular meeting of the **Sister Cities Commission**

of the City of Milpitas has been cancelled.

\_\_\_\_\_ By order of adjournment of the \_\_\_\_\_ made at its regular  
meeting of \_\_\_\_\_.

  X   By action of Staff Liaison, Leslie Stobbe for lack of a quorum.

\_\_\_\_\_ By action of Secretary because all members are absent.

# ***AGENDA***

## ***Sister Cities Commission***

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Thursday, November 17, 2005  
Milpitas City Hall, Committee Conference Room  
455 E. Calaveras Blvd.  
7:00 PM

- I. Roll Call**
- II. Seating of Alternates**
- III. Pledge of Allegiance**
- IV. Approval of Minutes: September 22, 2005**
- V. Approval of Agenda**
- VI. Announcements/Correspondence**
- VII. Citizen's Forum**

Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers must supply their name and address for the record. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

## **VIII. New Business**

### **1. 2006 Draft Work Plan**

**Background:** The Commission typically looks forward to the New Year with a review of planned exchanges, special sister city events, and City public events. Regarding events in 2006, Global Village will not be conducted, however events offering venues to promote relationships and/or attendance with visiting delegations are: the Fourth of July Parade (Tuesday), Harvest Festival (Saturday, Oct. 14), Tree Lighting Ceremony (Friday, Dec. 1). The current 2005 work plan and draft 2006 work plan were delivered electronically to commissioners and liaisons. Handouts will be available at the meeting.

**Recommendation:** Review draft 2006 work plan, direct staff as needed, and schedule for discussion at the January 26, 2006, meeting.

## **IX. Old Business**

### **1. SCHOOL OUTREACH DISCUSSION**

**Background:** Commission members attended three Back-to-School Nights at Milpitas High School (MHS) and Rancho and Russell Middle Schools, and four Parent Orientation Meetings at MHS for the 9<sup>th</sup> through 12<sup>th</sup> Grades. The schedule is included in the commission packet.

**Recommendation:** Review and discuss. Determine next steps.

## **2. HUIZHOU CITY, CHINA: SISTER CITIES RELATIONSHIP**

**Background:** A delegation of eight students and two adult chaperones to stay with Milpitas host families and at local hotels, respectively, from October 11 – 15, 2005, was canceled when students were unable to obtain visas. Chair Grilli recently received notice that students and chaperones have another appointment for visa interviews on October 24.

**Recommendation:** Receive verbal report from Chair/Lead Commissioner Grilli and discuss next steps.

## **3. DAGUPAN CITY, PHILLIPINES: SISTER CITIES RELATIONSHIP**

**Background:** Commissioner Iringan confirmed that Dagupan students would visit Milpitas in May 15 – 27, 2006 and Milpitas students would visit Dagupan in February 17 - 25, 2007. It was further agreed that Dagupan students would stay in the home of a Milpitas host family and attend school with the Milpitas host family student.

**Recommendation:** Receive verbal report from Lead Commissioner Iringan and discuss next steps.

## **4. TSUKUBA CITY, JAPAN: SISTER CITY RELATIONSHIP**

**Background:** Vice Chair/Lead Commissioner Arthur completed work on the booklet titled “Milpitas-to-Tsukuba Exchange Visit 2005.” Copies will be distributed at the meeting.

**Recommendation:** Review booklet and receive staff update.

## **5. ITALIAN SISTER CITY RESEARCH**

**Background:** Alternate/Lead Commissioner Arefi proposed steps to work with the Sister-County Commission and the City of Empoli directly at the September meeting.

**Recommendation:** Receive update from Alternate/Lead Commissioner Arefi.

## **6. WEBSITE REVIEW**

**Background:** Staff requested review and discussion of ideas to promote sister city trips and visits using the City of Milpitas, Sister Cities Commission’s web page: [www.ci.milpitas.ca.gov/citygov/commissions/sistercities](http://www.ci.milpitas.ca.gov/citygov/commissions/sistercities). A copy of recent page information was included in the October commission packet.

**Recommendation:** Review current web page content and direct staff as needed.



## **X. CITY COUNCIL LIAISON REPORT**

## **XI. FUTURE AGENDA ITEMS**

1. Sister City Relationships/Cultural Exchanges:
  - i. Dagupan City, Philippines
  - ii. Huizhou City, China
  - iii. Tsukuba City, Japan
2. Italian Sister City Research
3. 2006 Work Plan

## **XII. ADJOURNMENT**

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